

Timeline for June 14, 2016 Music Commencement Examination

Thursday October 29, 2015: Q&A, Orientation Meeting 2016 Exam

Monday, November 16, 2015: Administrators and Music Teachers Receive Electronic Student Roster Template for 2016 Candidates. The completed roster will be used by OASP to submit payment to submit payment to NYSSMA for each student-candidate's solo adjudication fee. For your convenience, we are attaching the registration fee by instrument. Please make sure that this information is entered on the roster for every student.

Friday, January 1, 2016: NYSSMA Registration opens

Monday, January 11, 2016: Completed rosters returned to OASP.

Monday, February 1, 2016: Hard Deadline for Receipt of Completed Rosters to OASP. Students' names cannot nor will be added after this date as a purchase order will have been drawn and submitted. After this date, all additions to the roster of students who will take the exam must be paid for by the school or individual students.

Important Step: OASP must receive a list of those students whose names were added after the deadline and whose fees will be covered by the school or student. Failure to send notification may result in errant documentation of the students' NYSSMA participation. Missing documentation will negatively impact a student's eligibility to receive the Chancellor's endorsement.

Tuesday February 9, 2016: Pre-labelled, Portfolio envelopes are mailed to schools for each student whose name appears on the above roster. On a date pre-determined by the school, students will place the contents of their Portfolio documentation in this envelope and return to designated person in charge of Music Exam arrangements. Sufficient time must be allowed to meet the required due date to OASP (3/11/16).

Friday, March 11, 2016: Hard Deadline for Receipt of Students' Completed Portfolio Envelopes to OASP.

Monday, March 14, 2016: Schools are notified as to which students are missing their portfolios.

Important Note: We do not wish to penalize students for administrative errors. Schools will have 5 days to respond regarding the missing portfolios.

Monday, March 21, 2016: Any missing portfolios must be received at OASP by close of business.

Important Note: In fairness to all concerned, Portfolios received after this date will be returned to the school, un-opened. Portfolio grading begins.

Monday, March 28, 2016: Portfolio grading is completed. Per the Student Roster submitted to OASP on January 11, schools are notified as to which students on the Roster are ineligible to take the exam due to missing and/or incomplete Portfolios.

March 11-June 11, 2014: NYSSMA Festival Adjudications

Tuesday June 14, 1:15-4:30 PM: Commencement Music Examination

Students' exam results will be sent to the attention each principal from the desk of OASP Executive Director, Paul King. Assistant principals and music teachers are kindly asked to contact the school principal rather than the Arts Office for this information.